

WBSEDCL Office Executive Syllabus

(Downloaded from www.jobsandhan.com)

Subject	Marks
General Awareness	15
Reasoning	15
Quantitative Aptitude	20
English Grammar & Comprehension	20
Data Analysis, Interpretation & Sufficiency	20
Computer Awareness/ MS Office	10

Detailed Syllabus

General Awareness:

Basic General Knowledge

General Science

Physics

Chemistry

Biology

History

Indian Economy

Polity

Reasoning:

Number Series

Analogy

Classification

Coding Decoding

Calendar & Time

Number Analogy

Alphabet Series

Blood Relation

Word Formation

Ranking Test

Direction Sense Test

Quantitative Aptitude:

Number Series

HCF & LCM

Average

Percentage

Profit & Loss

Simple & Compound Interest

Time Speed & Distance

Number System

Ratio & Proportion

General English:

General English MCQ

Synonyms

Antonyms

Sentence Completion

Idioms & Phrases

One Word Substitution

Sentence Improvement

Correct Sentence Selection

Fill in the Blank

Spelling Test

Computer Awareness:

Computer Knowledge